

Arizona Early Intervention Program Application for Federal Funds – FFY 2011

Overview of the Application and Proposed Policies

Section I – Submission Statements and Conditions

Submission: The United States Department of Education, Office of Special Education Programs (OSEP) created an Application template that, pending final implementing regulations for Part C of IDEA, 2004, states may indicate that they do not have policies and procedures for application requirements impacted by the reauthorization of IDEA in 2004. Once the new regulations are issued, Arizona will have guidance to revise policies and procedures to align with the new regulations. When new regulations are issued for IDEA 2004, AzEIP will propose new policies and procedures to align with those regulations. Until that time, Arizona checks box 2, indicating that Arizona does not have final policies and procedures on file with OSEP.

Conditional Approval: Last year, OSEP awarded Arizona's grant under IDEA, Part C with Special Conditions, which require DES to submit reports regarding the performance of specific early intervention programs that continue to be out of compliance with IDEA requirements. The second and final report for the Special Conditions is due May 2, 2011.

Section II – Policies and Procedures; Assurances

DES has its policies and procedures on file with OSEP. In this section, DES makes assurances that its policies and procedures meet the requirements in IDEA, Part C. If the State does not have policies that meet the requirements of IDEA, 2004, and is awaiting the new regulations, it submits a timeline for new policies of one year, 6/30/2012.

Proposed Policy/Procedure Changes: DES/AzEIP proposes revisions in the following policy areas. Revisions generally seek to provide additional description and clarification of the policy, and include the following:

1. Chapter 3- Early Intervention Services

- ☐ Includes a new role for DES/AzEIP and its contractors in serving AzEIP eligible children and their families, when DES/DDD and/or ASDB are not able to provide timely IFSP services.
- ☐ Clarifies certain assessment and evaluation requirements.
- ☐ Promotes participation of all IFSP team members in IFSP meeting by expanding options for alternate means of participation, such as phone, representative, etc. form members involved in assessment to all team members.

2. Chapter 7 - Procedural Safeguards

- ☐ Removes references to the "Procedural Safeguards for Families" handbook, and replaces with a more general reference to written information describing family rights and procedural safeguards. The "Procedural Safeguards for Families" handbook will be replaced by a handbook, which provides the procedural safeguards information.
- ☐ Clarifies the definition of "educational records" to exclude financial information collected for the purpose of implementing Family Cost Participation.
- ☐ Removes forms included as appendices to enable more efficient updating.

3. Chapter 9: Financial Matters/Family Cost Participation

- Clarifies the priority order in which documentation that will be used for income verification.
- Enables the AzEIP Service Providing Agency to request the Social Security Number for a responsible person; a responsible person's provision of his/her whole or partial Social Security Number is voluntary.
- Removes "court mandated payment" as a reason to request hardship.
- Shifts establishment of a payment plan from the role of the interagency hardship panel to the role of the DES, Office of Accounts Receivable and Collections (DES/OARC) or Arizona State Schools for the Deaf and the Blind (ASDB), for families served through ASDB.
- Clarifies that financial information collected for the purpose of implementing Family Cost Participation will be kept confidential.

Section III – Use of Part C Funds

This section sets out the percent of the IDEA, Part C allocation that will be used for: (i) the Lead agency and the maintenance and implementation activities for the Lead Agency; (ii) the Interagency Coordinating Council (ICC) and the maintenance and implementation activities for the ICC; and (iii) direct services, including those activities by other State or local public agencies.

Section IV – System of Payments and Restricted Indirect Cost Rate/Cost Allocation Plan

DES makes assurances that it has a Systems of Payments and a final restricted indirect cost rate or cost allocation plan.